

TO: More at Four Administrators, More at Four Program Contacts, More at Four Fiscal Contacts

FROM: Jamie Woodlief

DATE: August 3, 2009

SUBJECT: Change in Requirements—Section 6: The More at Four Staff

The More at Four Pre-Kindergarten Program Requirements and Guidance for SFY 2009-2010 will be released in early August.

I want to call your attention to an important change in **Section 6** of the Requirements that will help you as you finalize your plans for placing/reducing slots for the 09-10 school year. The change is underlined below. As you plan, I want to stress the importance of strict use of the More at Four Requirements in making decisions that impact your sites.

Section 6: The More at Four Staff

Time Limit for Classroom to have B-K Licensed Teacher

- 1. Programs will be given up to four years from the time the classroom becomes a More at Four classroom to have a B-K or Preschool Add-On licensed teacher in place.*
- 2. Progress toward B-K or Pre-school Add-on licensure will be considered a minimum of six documented semester hours per year. The local More at Four Contractor will maintain documentation of the progress towards the required standard.*
- 3. Under certain conditions, teachers showing good faith effort toward meeting the education and licensure requirement may be granted an extension to the four-year timeline. Local contractors must request the extension in writing directed to the More at Four State Office. If the exception is denied, the State Office reserves the right to remove the associated slots from the contract.*

If you plan to request an exception according the section above, please talk to Jody Koon in the Office of School Readiness for guidance. She can be reached at (919) 981-5385.

Thank you,
John Pruette